

RTAUZYUW RUENAAA0023 0541937-UUUU--RUCRNAD.

ZNR UUUUU

R 231917Z FEB 99 ZYB MIN PSN 011028J12

FM CNO WASHINGTON DC//N09B//

TO NAVADMIN

INFO RUDHNIS/DIRNAVCRIMINVSERV WASHINGTON DC//21//

RUEACMC/CMC WASHINGTON DC//AR//

BT

UNCLAS //N05520//

NAVADMIN 051/99

MSGID/GENADMIN/N09N2//

SUBJ/ELECTRONIC PERSONNEL SECURITY QUESTIONNAIRE (EPSQ)//

REF/A/MEMO/OASD/02NOV98/NOTAL//

REF/B/LTR/DSS/09OCT98/NOTAL//

NARR/REF A DIRECTS THAT THE ELECTRONIC PERSONNEL SECURITY QUESTIONNAIRE (EPSQ) BE USED EXCLUSIVELY TO REQUEST INVESTIGATIONS FROM THE DEFENSE SECURITY SERVICE (DSS). REF B INCLUDES GUIDANCE ON SUBMITTING THE AUTHORIZATION FOR RELEASE OF INFORMATION ASSOCIATED WITH THE EPSQ. POC/MARY ANDERSON/GS-12/N09N2/TEL: 202 433-8853/TEL: DSN 288-8853.//

RMKS/1. REF A DIRECTS ALL DEPARTMENT OF DEFENSE ACTIVITIES USE THE EPSQ TO REQUEST PERSONNEL SECURITY INVESTIGATIONS (PSI) FROM DSS.

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THE EPSQ SPEEDS PSI PROCESSING BY ENSURING QUESTIONNAIRE INFORMATION IS ACCURATELY AND COMPLETELY PROVIDED WHILE DELIVERING THE INFORMATION IN A FORMAT ALLOWING AUTOMATED OPENING OF INVESTIGATIONS. ✓

2. THE EPSQ SOFTWARE AND CUSTOMER INSTRUCTION MANUALS ARE AVAILABLE FREE OF COST FROM THE DSS WEBSITE: WWW.DSS.MIL\EPSQ. ✓

~~3. CUSTOMERS UNABLE TO DOWNLOAD THE EPSQ MAY REQUEST SOFTWARE DISKETTES FROM THE DEFENSE TECHNICAL INFORMATION CENTER AT 8725 JOHN~~

~~J. KINGMAN ROAD, SUIT 0940 (CODE BBR), FORT BELVOIR, VA 22060 OR COMM  
1-800-225-3842 THE DSS CUSTOMER SERVICE CENTER AT COMM  
1-800-542-0327 IS AVAILABLE TO ANSWER QUESTIONS AND PROVIDE TECHNICAL  
ASSISTANCE ON EPSQ MATTERS.~~

4. EPSQ DATA MAY BE FORWARDED TO DSS ELECTRONICALLY, ~~OR MAY BE COPIED  
ON A 3 1/2" DISKETTE AND MAILED TO DSS (OPERATIONS CENTER BALTIMORE,  
ATTN: EPSQ DISKETTE PROCESSING, P.O. BOX 46060, BALTIMORE, MD  
21240-6060).~~ (WHEN ELECTRONICALLY SUBMITTING THE EPSQ, FINGERPRINT  
CARDS MUST BE SEPARATELY MAILED TO DSS, AS APPROPRIATE.) ✓

5. ALL EPSQ REQUESTS FORWARDED TO DSS MUST BE ACCOMPANIED BY A  
PRINTED AND SIGNED AUTHORIZATION FOR RELEASE OF INFORMATION. ~~IF THE  
REQUEST IS FORWARDED VIA DISKETTE, ENSURE THE SIGNED RELEASE OF  
INFORMATION. IF THE REQUEST IS FORWARDED VIA DISKETTE, ENSURE THE  
SIGNED RELEASED FOR IS ENCLOSED WITH THE PACKAGE.~~ IF THE EPSQ IS  
ELECTRONICALLY TRANSMITTED USING EPSQ SOFTWARE VERSION 1.X, IT IS  
POSSIBLE TO SCAN AND ELECTRONICALLY TRANSMIT THE SIGNED RELEASE WITH ✓  
THE EPSQ. FOR ALL OTHER ELECTRONICALLY TRANSMITTED EPSQS, FORWARD  
THE SIGNED RELEASE FORMS TO: DSS-OCB P.O. BOX 28989, BALTIMORE, MD  
21240-8989.

6. RELEASED BY RADM A. N. LANGSTON, DIRECTOR, NAVY STAFF.//

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